Dysart Unified School District
Open Enrollment Hearing Request

Hearing Request Checklist

Request for:

☐ Open Enrollment Revocation

Date:  _______________________________________

Student Name:  ____________________________________________________________

School:  ___________________________________________________________________

Attach all appropriate documents in the following order:

☐ Open Enrollment Revocation Hearing Request
  ☐ Standards of Academic Effort
  ☐ Standards of Conduct
  ☐ Standards of Attendance
☐ Administrative Narrative (Summary of Events)
☐ Exhibits/Evidence
☐ Open Enrollment Application with Parent/Guardian Signature
☐ Documentation of Parent Communication
  ☐ Notification of Status
  ☐ Meeting
  ☐ Notification of Open Enrollment in Jeopardy

☐ Summary of Student Attendance
☐ Discipline
☐ Current Student grades
☐ Most Recent Transcript
☐ Attendance Intervention Plan (if applicable)
  ☐ Progress Monitoring
☐ Conduct Intervention Plan (if applicable)
  ☐ Progress Monitoring
☐ Academic Intervention Plan (if applicable)
  ☐ Progress Monitoring
☐ Manifestation Determination Paperwork (if applicable):
  ☐ Current IEP/Section 504 Plan
  ☐ Current Evaluation

Principal Approval:  _________________________________  _________________________________
  Signature  Date

For Office Use Only

Office of the Assistant Superintendent

☐ Request Approved:  _________________________________  _________________________________
  Signature  Date

☐ Request Denied:  _________________________________  _________________________________
  Signature  Date
OE Revocation School Documentation Process

Academic

1. End of the first grading period or Fall Break (or earlier)
   a. Parent/Guardian notified of academic concerns and contact is documented.
   b. Possible performance plan/contact formulated and implemented

2. End of second grading period or semester
   a. If student no longer needs academic support the plan/contract is completed.
   b. Parent/Guardian notified of continued academic concerns.
   c. Plan/contract reviewed by administrator, teacher, Parent/Guardian, and student
      i. Review of current supports and interventions
      ii. Revise plan/contract as necessary to include tiered supports
      iii. Parent/Guardian, administrator, teacher, student sign updated plan/contract

3. End of third grading period/Spring Break
   a. If student no longer needs academic support the plan/contract is completed.
   b. Parent/Guardian notified of continued academic concerns.
   c. Plan/contract reviewed by administrator, teacher, Parent/Guardian, and student
      i. Review of current supports and interventions
      ii. Revise plan/contract as necessary to include tiered supports
      iii. Parent/Guardian, administrator, teacher, student sign updated plan/contract

4. May, before the end of the year
   a. If student no longer needs academic support the plan/contract is completed.
   b. Decision for retention and/or revocation of Open Enrollment will be recommended by administration.
      i. If the student is recommended for retention the Promotion/Retention paperwork will be submitted to the appropriate assistant superintendent for approval.
      ii. If the student is being recommended for revocation of Open Enrollment, the administrator or designee will submit the Open Enrollment Hearing Revocation Request packet to the appropriate assistant superintendent for approval.
      iii. A Revocation Hearing will be conducted and a Hearing Officer will make the final decision.
Attendance

1. First Quarter/First occurrence of exceeding 10% of the number of instructional days to that point less major circumstance considerations.
   a. The administrator or designee will have documented notification to the parent/guardian regarding attendance expectations.

2. Second Quarter/Second occurrence of exceeding 10% of the number of instructional days to that point less major circumstance considerations.
   a. The administrator or designee will meet with the parent/guardian to determine necessary resources and support to address attendance.
   b. The parent/guardian will be involved in the process of developing or revising an intervention plan, which will be signed by administrator, parent/guardian, and student.

3. Third occurrence of exceeding 10% of the number of instructional days to that point less major circumstance considerations.
   a. The administrator or designee will provide official notification that the Open Enrollment status is in jeopardy of revocation.
   b. The administrator or designee will notify the appropriate assistant superintendent and begin completing the Open Enrollment Hearing Revocation Request packet.

4. Eighteen (18) absences less major circumstance considerations.
   a. The administrator or designee will submit the Open Enrollment Hearing Revocation Request packet to the appropriate assistant superintendent for approval.
   b. A Revocation Hearing will be conducted and a Hearing Officer will make the final decision.
Behavior

1. Three (3) out of school suspension days:
   a. The administrator or designee will have documented notification to the parent/guardian, including a reminder of the behavior expectation and compliance component of Open Enrollment.
   b. Behavior intervention plan may be written to support the student.

2. Five (5) out of school suspension days:
   a. The administrator or designee will meet with the parent/guardian to review the behavior intervention plan, or to put one into place.

3. Eight (8) out of school suspension days:
   a. The administrator or designee may notify parent/guardian that the Open Enrollment status is in jeopardy.
   b. The behavior intervention plan will be reviewed with the parent/guardian and student, and revised if necessary.
   c. The administrator or designee will notify the appropriate assistant superintendent and begin completing the Open Enrollment Hearing Revocation Request packet.

4. Ten (10) out of school suspension days:
   a. The administrator or designee will submit the Open Enrollment Hearing Revocation Request packet to the appropriate assistant superintendent for approval.
   b. A Revocation Hearing will be conducted and a Hearing Officer will make the final decision.

High Schools (In addition to school documentation process)

- Student earns 2 or less credits in a semester
- Receives a referral in weapon, drug or assault categories or inked to a disruption of the educational environment
- Miss more than 15% of the school days
Dysart Unified School District  
Academic/Attendance/Behavior Intervention Plan

Student ____________________________________________  Grade______________

School __________________________________  Date of Initial Meeting ______________

Individuals Present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Academic Concern:

Academic Goal:

Academic Supports:

<table>
<thead>
<tr>
<th>Interventions/Strategies or Support</th>
<th>Person(s) Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Attendance Concern:

Attendance Goal:

Attendance Supports:

<table>
<thead>
<tr>
<th>Interventions/Strategies or Support</th>
<th>Person(s) Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Behavior Concern:

Behavior Goal:

Behavior Supports:

<table>
<thead>
<tr>
<th>Interventions/Strategies or Support</th>
<th>Person(s) Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Date of next quarterly meeting: ________________________________________________
<table>
<thead>
<tr>
<th>Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parent/Guardian</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>